

AISHWARYA RG

Personal Details:

Email id:

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Contact No:

+916380990324

Current Address:

Date of Birth: 19-12-1991

Age: 29

Sex: Female

Nationality: Indian

Languages Known:

English, Tamil, Telugu & Kannada

Soft Skills:

- ❖ Leadership
- ❖ Analytical
- ❖ Work Ethic
- ❖ Positive
- ❖ Strategical
- ❖ Time management

Interests:

- ❖ Cooking
- ❖ Long Rides

Career Objective

Dedicated and meticulous Excel Knowledge with a strong client satisfaction history and attention to detail. Skilled multitasked able to handle a high volume of simultaneous tasks with complete accuracy and efficiency

Core Credentials

A dynamic professional with 4.1 years of experience in

- ❖ Retail & support Operations
- ❖ Vendor/Supplier Management
- ❖ Liaison & Coordination
- ❖ Process enhancements
- ❖ Stakeholder & Team Management

Work Experience

TVS Motor Company (Oct 2018 – Present)

MIS Coordinator:

Working with **Dealer Transformation Team**

- ❖ Analyzing dealer's potential and implementing plans to drive channels for attaining dealership targets.
- ❖ Compiling statistical Audit report based on their Quality Learning & Quality Development.
- ❖ Administering the performance to ensure efficiency and meeting individual & group targets and corporate goals.
- ❖ Maintaining and updating team database on a regular basis, additionally managing Call Center (Sales) for capturing data
- ❖ Collating call center data & publishing Buyer & Non-buyer NPS (Net Promoter Score) report.
- ❖ Responsible for retrieving and processing audit data conducted by TM's Quarterly.
- ❖ Training Individuals on DSM Self-Audit & verifying action plans.
- ❖ Validating & scrutinize of Documents provided by vendors.
- ❖ Invoice Clearance through SAP on regular basis.
- ❖ Planning yearly team budget for training programs & external audits.
- ❖ Organizing trainings for Sales executives in dealership for new product launch.
- ❖ Providing Medi-claim for Dealership employees on yearly basis.

Worked with **Tesco HSC, Bangalore** (Oct 2014 – June 2015)

Analyst for Commercial Insights:

- ❖ Explore & analyze any available data to influence new projects & initiatives

- ❖ Helps to build out a data platforms & infrastructure to stakeholders in product & marketing.
- ❖ Worked with various teams to identify & implement the practical solutions.
- ❖ Coordinating with the stakeholders and work accordingly.
- ❖ Analyzing legal and marketing policies for products and worked on the end to end process of setting up a product and making sure it is saleable in stores
- ❖ Generating reports and sending to stakeholders as per the request.
- ❖ Publishing Duplicate promotion reports to buying admin team
- ❖ Price uploading for promotions & discounts

Knowledge in Professional Applications

- ❖ **Software Package:** SAP, MS – OFFICE, SQL, Power BI

Academic Profile

- ❖ SSLC [2007]-63%, Parimalam Matric Higher Sec School, Hosur.
- ❖ HSC [2009]-82%, Parimalam Matric Higher Sec School, Hosur.
- ❖ BBA [2012]-69%, Periyar University, Salem.
- ❖ MBA (Finance and Marketing) [2014]-73%, Anna university, Chennai.

Declaration

I hereby solemnly declare that all statements made above are true and correct to the best of my knowledge and belief

Aishwarya RG